



May 2011 Meeting Minutes

Cassandra Bailey ✓	Tammi Beach ✓	Adrienne Browning	Diane Carver ✓	April Gaskey	Jessica Gibbs ✓
Janet Hall ✓	Wanda Johnson ✓	James Kennedy ✓	Paula Mattison ✓	Chester McNulty ✓	Jennifer Ragan ✓
Casey Scruggs ✓	Mandy Skinner ✓	Retha Spinks ✓	Colby Westerfield ✓		

✓--Attended meeting

We opened the meeting with a report by Dr. Richard Miller concerning WKU's new diversity policy. He explained that the state requires each institution to develop its own plan, with regard to student diversity, hiring, retention and campus climate. A draft has been prepared, and is now being distributed for feedback from a number of sources. The final plan will commit WKU to many instances of diversity, and will emphasize the importance of diversity to the education of our students. Janet Hall and Mandy Skinner were Staff Council representatives to this committee.

We continued our meeting with committee reports. Chester McNulty, who serves on the Benefits Committee, told us that the insurance portion of their work is ongoing. He said that the Health & Wellness position has now been advertised. They are also planning a Health Fair for this fall. He also wanted to remind everyone that a semi-annual blood draw is now free (no copay required) at any physician's office in our plan.

Colby Westerfield and Casey Scruggs, members of the Web Committee, have taken their training on the new website, and are ready to convert the Council site.

Wanda Johnson reported on the Parking Committee's construction and traffic changes for the summer. The conversion of College Heights Blvd to two-way traffic is under trial, and will be evaluated in the fall.

Jennifer Ragan updated us on the Staff Leadership group. There were 20 individuals in this year's class who met once per month. They covered a range of interpersonal and campus awareness topics. Their graduation will be held on May 18th at 3pm at the Knicely Center.

The Staff Council election will take place on Thursday, May 19 through Topnet. Since there was only one nomination for the three open Secretarial/Support positions, Diane will follow our bylaws and extend the nomination period for five additional days. Nominations will close on May 10, and campaigning will take place the week of May 16.

Our June retreat will be held on June 1 at Chaney's Dairy Barn, from 8am to 3pm.

The Staff Satisfaction results are in, and will be presented to the Council on Thursday, May 5. They will then be posted on the Council website.

Smoking on campus continues to be an issue brought to the attention of the Council. It was brought up that the smoking policy on the HR website is attributed to the Council, and has not been updated since 2006. Chester and James Kennedy will work together to convert this to a university policy.

The Council Book Scholarship is now \$19.20 richer thanks to Earth Day donations from staff. We appreciate all donations to this worthy cause.

Questions on the effects of the summer HVAC policy on BSAs was brought to the Council. Janet volunteered to contact Judy Blankenship about this. Janet later received a report from Judy, with the following information: Since all AC will be turned off at 3pm, most second shift employees have converted to the first shift for the summer. Third shift employees will be provided with cool bands and Gator Ade. In addition, there will be extra fans provided for building where windows cannot be opened. Also, third shift employees will not be required to wear smocks, can wear shorts, and will be encouraged to take shorter, more frequent breaks.

The meeting adjourned at 11:30am.